

DODFORD WITH GRAFTON PARISH COUNCIL

Draft Minutes of the meeting of Dodford with Grafton Parish Council held on Thursday 23 February 2017 in Dodford Village Hall at 7.30pm

Present: Chairman Vicky Churchill, Vice Chairman Christine Thomas, Cllrs Alwyn Rea, Rory Lydon and Rachel Jennings for part of the meeting

In attendance: District Councillor Karen May, Clerk Kay Stone and four members of the public

1. Apologies

County Councillor Sheila Blagg and Cllr Paul Warman gave their apologies, reasons for which were accepted.

2. Declarations of interest

- i. Cllr Rea for item 15
- ii. None

3. Dispensations

No requests received

The meeting was adjourned for members of the public to raise matters of interest / items for the next agenda. Members of the public expressed an interest in items 6vi and 8 on the agenda and the Chairman agreed to adjourn the meeting at the appropriate time for members of the public to speak.

4. Minutes of the Meeting held on 26 January 2017

Approval of the Minutes was proposed by Cllr Lydon, seconded by Cllr Thomas agreed by all and then signed by the Chairman as being a true record.

5. Reports

- i. The monthly report for February from County Councillor Sheila Blagg had been received and circulated to Parish Councillors with copies being made available at the meeting.
- ii. District Councillor Karen May gave her update as follows:
 - a. The District Plan has been adopted and is being revised
 - b. Cllr May urged the Parish Council and residents to respond to the Acute Hospital Services consultation particularly as some services are going to Evesham
 - c. The decision on the application for the Perryfields Estate has been held up
 - d. The Greyhound Pub is now a Community Asset and the developers are going to tribunal
 - e. Cllr May, the Tree Officer from Bromsgrove District Council (BDC) and a resident had looked at the marked trees in Randan Woods and the Tree Officer stated that the felling would benefit the area although there are issues. Cllr May and the Tree Officer are still monitoring the submission of a Felling Licence and assured the Parish Council that they would be consulted
 - f. The purchase of the green area in Fockbury Road is no longer for sale and Worcestershire County Council (WCC) are addressing the parking issue and will report back to Cllr May
 - g. Cllr May updated the Parish Council on various enforcement actions
 - h. Cllr May reported on seeing old paint tins on the verge in Warbage Lane by the bridge and is concerned about leakage into the stream and will report this

- iii. The Clerk reported that
 - a. she has requested the double yellow lines are replaced outside the School and Nursery and that the brick gateway to the village in Fockbury Road is reinstated;
 - b. Accident Investigation Specialists are still investigating the fatal accident at the bridge on the A448 and looking at options for remedial / preventive measures;
 - c. WCC officers are making enquiries about the compulsory purchase of the two properties purchased some time ago to straighten out the bend although a Parish Councillor at the meeting thought it might have been a demolition order and the Clerk will report this back to Cllr Blagg;
 - d. Cllr May has spoken with BDC who will address the missing road sign in Timberhonger Lane;
 - e. she has written to Western Power Distribution (WPD) regarding the unsatisfactory clearing away of felled trees and reported back that WPD would like to address this but require names and properties to be able to put this right, and
 - f. She has written to the owners of the overhanging hedge in Fockbury Road.

The meeting was adjourned for members of the public to raise matters under item 6vi

Residents asked the Parish Council to support the application for the TPO on the green area in Fockbury Road

The meeting was reconvened

6. Planning

- i. To consider planning consultations and applications received:
 - a. 17/0021 – The Stables, Grafton Lane – Replace the garage doors with one big window that will sit recessed 600mm from the outside wall in order to enlarge kitchen area into garage space. Add a set of patio doors to access the garden directly from the new kitchen.
The Parish Council has no objection subject to a condition to remove the applicants permitted development rights should the application be granted

At this point, Cllr Rachel Jennings joined the meeting

- b. 17/0040 - Little Paddocks, Warbage Lane - Demolition of front porch, rear single-storey extension and porch; erection of new front porch and single storey rear extension; conversion of attic space to form an additional bedroom and bathroom, and works to the rear roof slope to form a roof terrace; new external wall finishes to existing walls comprising render on ground floor walls and cement-fibre weatherboard cladding on first floor walls
The Parish Council has no objection in principle but would like the planning officers to clarify the true curtilage
- ii. Planning decisions received
 - a. The Old Mill, Fockbury Mill Lane – approved
- iii. No planning appeals or decisions received
- iv. The Clerk had previously submitted enforcement updates to the Parish Councillors and Cllr May will contact BDC as there was concern that there had been a change of Officer for one enforcement issue.
There was discussion as to whether the old Mission Church was a listed building and the Clerk will ascertain a list of all listed buildings in the Parish.
The Clerk was asked to ascertain if 1 Priory Road was a listed building as the new gates in Warbage Lane are in close vicinity to a listed building. The Clerk to report back to BDC enforcement.

- v. The Clerk has requested BDC to implement Article 4 for the Dodford Conservation Area. Cllr May suggested writing to the MP and the Parish Council agreed that Cllr Lydon should undertake this task.
- vi. To consider the consultation on the Tree Preservation Order (No.1) 2017 on Tree/s on Land at Fockbury Road
The Parish Council support the TPO as it helps to enhance the area
- vii. No other planning issues.

7. Highways and footpaths

- i. The cost to erect a wooden kissing gate is approximately £194 plus £100 for the kissing gate and labour £150 - total £444. A Woodstock medium mobility metal kissing gate including hoops £239 plus labour £150 - total £389. Planning permission is needed and the Footpath Officer at WCC does not feel a gate is required. The Clerk was asked to go back to WWC to say that there have been incidents of a child and a dog running out on to the road from the footpath and there is evidence there was a gate there at some time. The Clerk was also asked to take photos and send to him.
It was suggested that the Clerk should apply for a New Homes Bonus Form from BDC which could pay for the gate.
- ii. WCC have agreed that the bridges on Church Road and Warbage Lane are maintained by WCC structures department and the repairs to the parapet will be added to their maintenance schedule for 2017-2018. The open manhole cover at the bridge in Warbage Lane had been reported by the Clerk and WCC have raised a one week order, number CEN/37395 to repair / make safe.
- iii. Cllr Blagg and WCC are addressing the parking issue in Fockbury Road and Cllr May reported that they will report back to her.
- iv. The overgrown hedge in Timberhonger Lane has been cut back.
- v. See Cllr May's report 5 ii e. In addition, after discussion it was agreed that as the woods had not been maintained it probably needed thinning out and the Parish Council will wait until the Felling Licence is applied for.

The meeting was adjourned for members of the public to raise matters under item 8

Residents were concerned that no-one had been able to object to the recent Operator's License application

The meeting was reconvened

8. Operating Licenses

- i. After discussion on information obtained from the Traffic Commissioner's website on who can make an objection (Local Authorities but not a Parish Council and Planning Authorities) it was agreed that the Clerk would write to WCC through Cllr Blagg and BDC through Cllr May to express the Parish Council's dismay that Parish Councils are not consulted as they have local knowledge. The Parish Council also wished the Clerk to point out that there are many business operating in Yarnold Lane and there is only an advisory sign at the top of Yarnold Lane to deter HGVs. The Parish Council are happy to meet for a site visit.
- ii. The Clerk was also asked to write to the MP about only discovering this application was spotted by the Parish Council through an advertisement in a local paper and then when wanting to object were not able.
- iii. The Clerk was asked to keep this on the agenda for next month to discuss how to lobby the general issue

9. PACT meeting

The Clerk to find out availability of the Village Hall in June and speak to PC Kelsoe for suggestions on speakers.

10. Warmer Winter Event

This item to be put on the agenda for September.

11. Phil Richardson Memorial

The Clerk reported back that the Gardening Club meeting on 13 March and they will discuss the request to present the Phil Richardson Memorial at the Dodford Show in September. The Clerk has also written to the Women's Institute.

12. Defibrillator

- i. The Clerk reported the Parish Council has received £1,700 for the purchase of the defibrillator from WCC through Cllr Blagg and Cllr Blagg had suggested a few ideas to raise local awareness through a notice in The Dodford, an article in the local newspaper when installed, a piece in the Parish Magazine and notify the School.
- ii. The Clerk had written to BT to postpone them removing the public phone box in Priory Road but had not received a response and the Clerk was asked to chase this up.
- iii. Dodford Village Hall Committee had raised questions and the Clerk will report back to the Committee with the following answers:
 - a. A key is not needed for the cabinet. The caller dials 999 and is given a code to open the cabinet
 - b. Daily check to look in window in cabinet to see all right lights are on and once a month the cabinet needs to be opened to check on pads. At this point Cllr May reported that the Lengthsman for Bournheath Parish Council undertakes this task and the Clerk to ask the Dodford Parish Council Lengthsman if he is willing to do the same, after training.
 - c. Cost of electricity to keep the light on is around £5 per annum
 - d. Every two to two and a half years the pads may need replacing at a cost of approximately £60 and the battery lasts for four years and replacements are around £150
 - e. The lack of mobile reception at the Village Hall will have no impact as 999 calls can still be made on a mobile phone without a signal.
 - f. The recalibration of the defibrillator does not require a SIM card
- iv. After discussion, the Clerk was asked to:
 - a. ask the Lengthsman if he is willing to check on the defibrillator after training, and
 - b. respond to the Village Hall Committee as above and to advise the Committee that the Parish Council will meet the upkeep costs.

13. Neighbourhood Plan

- i. The initial planning meeting will be held on Monday 27 March at 7.30pm in the Village Hall. Cllr Churchill gave her apologies in advance due to a prior commitment.
- ii. The Clerk has two hard copies of BDC District Plan and gave one to Cllr Rea.

14. Broadband

- i. After discussion, it was agreed to put this suggestion on hold until Box 25 in Priory Road was live which was scheduled for Q1 April – June 2017. The decision must be made by the Village Hall Committee as to whether they require Broadband and it was agreed the Parish Council could assist the Village Hall Committee if necessary.
- ii. It was agreed not to contact BT and MP as Cllr Blagg is liaising with WCC and is up to date with this.

15. Grants for 2016/2017

Cllr Rea did not have to leave the room at this point as amounts or recipients were not discussed. The Clerk informed the Parish Council that she had put a piece in the Parish Magazine to give other applicants the opportunity to come forward and the deadline has been extended to 22 March 2017.

At this point, there was a power cut and so only essential items on the agenda were discussed and the remainder to be discussed next month.

16. Parish Council Meetings

Adjourned to March meeting

17. Social Media

Adjourned to March meeting

18. Annual Parish Meeting 11 May 2017

Adjourned to March meeting

19. Worcestershire Minerals Local Plan

No issues in the plan for Belbroughton parish area for Dodford with Grafton Parish Council to support.

20. Worcestershire Local Transport Plan

The draft response letter was agreed.

21. Future of Acute Hospital Services in Worcestershire

Clerk to redraft consultation letter.

22. Bromsgrove District Council Hackney Carriage and Private Hire Penalty Point Scheme

Adjourned to March meeting

23. Introduction of Instrument Approach Procedures at Wolverhampton Halfpenny Green Airport

Adjourned to March meeting

24. Dogs

Adjourned to March meeting

25. Neighbourhood Watch

Adjourned to March meeting

26. Internal Auditor

Cllr Thomas proposed and Cllr Churchill seconded and all agreed to appoint Diane Malley as the Internal Auditor for 2016/2017.

At this point, Cllr Jennings left the meeting

27. Finance

Deposit account as at 31 January 2017 - £13,238.20

Current account as at 31 January 2017 - £993.43

Cheques still to go through - none

Payments by Bank Transfer for February - Acceptance proposed by Cllr Rea and seconded by Cllr Churchill:

- a. Clerk's salary - £303.59
- b. Clerk's expenses - £16.30 (Use of telephone and internet line £5; storage £5 and travel 14 miles @ 45p/mile £6.30)
- c. HM Revenue and Customs - £75.80
- d. Lengthsman duties for December - £192.00

Payment by cheque for February -

- e. Dodford Village Hall – back payments for November 2014 to July 2015, September, October and November 2015. January to May 2016 and July 2016 - £180.00

At this point the Clerk read out an email sent to the Dodford Village Hall Committee explaining the difference in the statement and the payment.

28. Councillor Co-option

Adjourned to March meeting

29. Correspondence received – for information

Adjourned to March meeting

30. Councillors items

Cllr Churchill is unable to attend the Annual Parish Meeting on 11 May due to prior commitments and has offered to stand again as Chairman for 2017 – 2018 unless anyone else wishes to be elected.

The meeting was adjourned at 9.08pm

Signed.....Chairman